## **VBCOA Region VIII**

## 1 & 2 Family Residential Plan Submittal Guidelines

Application #

<b>Date</b>	Application #	Model same as Name/No	Contractor	Reviewed by	Reply Checked by
_	-	nd lengthy procedure. However, a well researched, prope			_
	*	alth of Virginia codes and County or local ordinances wil	1 3 6 1	and have fewer reasons for rejection	. The approved detailed
plans are rec	uired on a job site during the ins	spection process to help reduce delays and the number of	re-inspections.		

To aid design professionals and contractors, the following list has been prepared as a guide only. Depending on the scope of work to be permitted, some items may not apply, or more specific information may be required. Using this form should greatly reduce the chances of submitting deficient plans. Plans found with insufficient information will be rejected, requiring revised plans to be resubmitted when all corrections are made. Sheets in plans should have all items that pertain to the headings in solid black background. Recommended sequencing of plans should be same order as black headings. The following items must be included with all residential permit applications at the time of submittal. The application will not be reviewed if all items have not been included.

Please see local jurisdiction cover sheet for any extra submittal guidelines.

Red indicates 2006 Virginia Residential Code (VRC) Section (CK=Checked; N/A=Not Applicable; REJ=Rejected/Needed; REC=Reply Received)

CK N/A						
	REJ	REF #	ITEM	CODE REF	REC	REMARKS
			100 ITEMS NEED CHECKED ON SUBMITTALS			
			Plans			
		101	Code under which designed	103.2		
		102	Registered Design Professional seal (if required)	111.1		
		103	Plans in architectural scale (1/4" recommended; 1/8" smallest and readable)	109.3		
		104	All sheets numbered and bound sequentially	109.3		
		105	Designer's name, address, and occupation	111.1		
		106	Energy efficiency (prescriptive or ResCheck)	1101.2, 303.1		
			Site Plan			
		107	Approved site plan	109.2		
		108	Must match drawing layout	109.3		
		109	Drainage	401.3		
		110	Exterior wall location (fire separation distance)	302		
		111	Compaction certification (as required)	506.2.1		
		112	Flood Zone	324		
			Soils report (as required)			
		113	Include 2 borings	109.3, 401.4		
		114	Show locations	109.3		
			HVAC permit application			
		115	Manual D and J (as required)	109.1, 1401.3		
			Water / Sewer disposal system			
		116	State on application	109.3		
			Other			
		117				
		118				
			200 FOUNDATION PLAN			
			Grading			

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₩	¥.	$\Xi$	REF #			REC	
CK	N/A	≃	<b>8</b>	ITEM	CODE REF	≥	REMARKS
П	П	П	201	Engineered fill	506.2.1		
同			202	Unusual grade elevation issues / concrete slab on grade	403.1.7, 506.2.1		
				Footings			
П	П	П	203	Exterior footings: locations, depth and width or per soil report	403.1.1, 401.2		
Ħ	Ħ	Ħ	204	Piers: size, height, and location	403.1.1		
H	Ħ	Ħ	205	Rebar: number and size	404		
		<u> </u>		Vented and conditioned crawl spaces			
	П	П	206	Flood vents, if required	324.2.2		
Ħ	Ħ	Ħ	207	Vents within 3' of corners	408.1		
Ħ	Ħ	Ħ	208	Vent calculations	408.1		
H	Ħ	Ħ	209	Crawl access door 16" x 24"	408.4		
H	Ħ	Ħ	210	Unvented conditioned crawl (air flow)	408.3		
	_	_		Unvented conditioned crawl (insulation) specify ICC/ES	T1102.1, 1102.2.8		
	Ш	Ш	211	report	11102.1, 1102.2.0		
				Foundation Walls			
	$\Box$	$\overline{\Box}$	212	Masonry or concrete foundation walls: thickness	404.1.1, 404.1.2		
H	H		213	Pier and curtain walls	404.1.5.1	$\dashv$	
H	H	_	214	Point loads	401.2		
		<u> </u>	217	Details	401.2		
$\vdash$		$\overline{\Box}$	215	Grout type & reinforcement double wythe walls	609.1.1, 608.1		
H	H	H	216	Vertical rebars	T404.1.1(1)-(5)	-	
H	H	H	217	Anchor bolts or other mfgr's anchor type, size and spacing	403.1.6		
H	H	Η	218	P.T. plate, girder, joists <18" to inside crawl grade	319.1(1)	$\dashv$	
H	H		219	Stem wall at garage: reqd if wall supports a BWP	602.10.6	$\dashv$	
H	井	片	220	Retaining walls: >24" in height (design reqd)	404.1.3, 108.2	$\dashv \vdash$	
H	H	Η	221	Wall design for flood areas: sealed RDP design if reqd.	324.1.1		
H	H	Η	222	Superior walls sealed RDP design reqd. ICC/ES report	112.3	-	
H	H	片	223	ICF foundation walls	611		
H	H	Η	224	Wall opening detail (CMU & concrete pour)	601.2, 611.7.3.1	-	
H	H	片	224	Non continuous lintel bond beam		-	
Ш	Ш	Ш	223		401.2		
		$\overline{}$	227	Other		_	
H	붜	Η	226 227				
		Ш	221	200 DACEMENTEDIANI			
				300 BASEMENT PLAN			
$\vdash$		$\overline{}$	301	Room	2041 2071	_	
H	井	片		Room names, minimum size, ceiling height	304.1, 305.1		
H	뷔	뭐	302	Bedrooms in basement –emergency escape & rescue openings	310		
H	뷔	뭐	303	Size of all doors and windows on plan view	109.1, 310, 311		
H	뷔		304	Window wells	R301.2, 301.2.1	ᆜH	
	붜	=	305	Interior load bearing walls identified	502.4	$-\parallel$	
	_	片		Bathroom fixture clearance	F307.1	$-\parallel$	
Ш	_	_	307	Code compliant stair: riser/tread, width, headroom, handrail	311.5		
			308	Garage in basement - separation to habitable space: 1/2" walls, 5/8" type X ceilings, 1/2" underside of stairs, rated door	309.1, 309.2		
			$oxed{oxed}$	Braced walls			
			309	Wall line numbers, min. length panels required	602.1		
			310	BWP: method(s), nailing schedule, actual length	T602.3.1		
			311	CS method: 24" end walls, 24" return walls or 800# hold downs	602.10.3.3		

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₩.	Ą	$\Xi$	REF #			REC	
CK	N/A	$\mathbf{Z}$	<b>8</b>	ITEM	CODE REF	R	REMARKS
				400 BASEMENT and/or FIRST FLOOR FRAMING PLAN			
			401	Basement: Min 3.5" slab, 6 mil vapor barrier	403.1.3.2, 506.1-506.2.3		
Ħ	Ħ	Ħ	402	Basement: Thickened slab details supporting load bearing walls	F403.1(1)	Ħ	
Ħ	Ħ	Ħ	403	Basement: Point loads	111.1, 501.2	Ħ	
Ħ	Ħ	Ħ	404	Basement: Steel beams sized and located	111.1	Ħ	
怈	Ħ	Ħ	405	Basement: Steel column sized and located	111.1	Ħ	
Ħ	Ħ	Ħ	406	Dimensional lumber (size, grade, species, spacing, direction)	502.1	Ħ	
Ħ	Ħ	Ħ	407	I-joist (manufacturer, series, depth, spacing, direction)	112.2	Ħ	
Ħ	Ħ	Ħ	408	Open web floor trusses drawings / fireblocking	502.11.4, 502.12	Ħ	
Ħ	Ħ	Ħ	409	Framing of openings	502.10	Ħ	
H	Ħ	Ħ	410	Double joists under bearing partitions	502.4	Ħ	
H	Ħ	Ħ	411	<u> </u>	109.1, 109.3	Ħ	
		_		Posts/columns (parallel strand lumber - gang posts / dimensional	109.1, 109.3		
	Ш	Ш	412	lumber - gang nailed posts)	105.1, 105.5	Ш	
	П	П	413	Engineered LVL beam location and calc sheets	109.3, 301.1	$\Box$	
H	Ħ	Ħ	414	Point loads	501.2	Ħ	
H	Ħ	Ħ	415	Draft stopping 1000sf open truss: GB or plywood on floor trusses	502.12	Ħ	
				Other	002.12		
$\Box$		$\Box$	416	o mer		$\Box$	
H	Ħ	Ħ	417			H	
			71/	500 FIRST FLOOR PLAN			
				Room			
$\Box$	П	П	501	Names, minimum size, ceiling height	304, 305	$\Box$	
Ħ			502	Interior load bearing walls identified	601.2	Ħ	
Ħ	Ħ	Ħ	503	Bedrooms – emergency escape rescue openings	310	Ħ	
H	Ħ	Ħ	504	Size of all doors and windows on plan view	109.1, 310, 311	Ħ	
H	Ħ	Ħ	505	Landing at exterior doors	311.4.3	Ħ	
H	Ħ	Ħ	506	Glazing (indicate tempered glass where required)	308.4	Ħ	
H	Ħ	Ħ	507	Bathroom fixture clearance	307.1, 307.2	Ħ	
H	Ħ	Ħ	508	Hall width: 36" min.	311.3	H	
H	Ħ	Ħ	509	Code compliant stair: riser/tread, width, headroom, handrail	311.5	Ħ	
H	Ħ	Ħ	510	Required psi garage slab and slope direction	T402.2, 309.4, T301.2(1)	H	
H	Ħ	Ħ	511	Garage - separation to habitable space	309.1, 309.2	H	
H	Ħ	Ħ	512	Fireplace type: requirements	T1001.1	H	
H	Ħ	Ħ	513	Deck, porch, ramp details: attachment to house, guards, etc	312.1	H	
H	Ħ	Ħ	514	Deck ledger to band joist attachment	T502.2.2.1	H	
H	H	H	515	DCA-6 decks / 2-story decks	502.2.2	Т	
H	H	H	516	Point loads	501.2		
	ш	<u> </u>	310	Braced walls	301.2	Н	
$\vdash$	$\Box$	$\overline{\Box}$	517	Wall line numbers, min. length panels required	602.10	$\vdash$	
H	井	+	518	BWP: method(s), nailing schedule, actual length	602.10.1, 602.10.2	H	
卌	井	井	519	CS method: 24" end walls, 24" return walls or 800# hold downs	602.10.3	H	
H	H	+	520	Portal framing details, stem walls	602.10	H	
H	ㅐ	+	521	Blocking along BWPs	F602.10.5	H	
H	H	+	522	Blocking of joists at support at wall or beam	502.7	H	
	Ш	<u> </u>	322	Other	304.1		
		$\overline{}$	522	Oute			
╠╣	井		523			H	
Ш		$\sqcup$	323			$\square$	

CK	N/A	EJ	REF #			REC	
0	Z	R	R	ITEM	CODE REF	R	REMARKS
				600 SECOND FLOOR PLAN			
	_			Framing Plan			
			601	Dimensional lumber floor (size, grade, species, spacing, direction)	502.1		
Ш		Ш	602	I-joist layout (mfgr, series, depth, spacing, direction)	111.1, 112.2	Ш	
Ш		Ш	603	Open web floor truss layout: sealed RDP incl. detail sheets	111.1, 502.11.4	Ш	
	Ц	Щ	604	Framing of openings	502.10	Щ	
Ш	Ш	Ш	605	Double joists under bearing partitions	502.4	Ш	
$\parallel$	Ц	Щ	606	Steel beams and calc sheets	109.1	Щ	
$\blacksquare$	Ц	Ц	607	Posts / columns – restrain	109.1, 407.3	Щ	
$\blacksquare$	Ц	Ц	608	Point loads	501.2	Щ	
Ш	Ш	Ц	609	Engineered LVL beam location and calc sheets	109.3, 301.1	ш	
_				Rooms		_	
Щ	Ц	ᆜ	610	Room names, minimum size, ceiling height	304, 310.1	Щ	
$\perp$	Ц	ᆜ	611	Interior load bearing walls identified	601.2	Щ	
Щ	Ц	ᆜ	612	Bedrooms - emergency escape rescue openings	310	Щ	
$\parallel$	Щ	빞	613	Size of all doors and windows on plan view	109.1, 310, 311	Щ	
$\blacksquare$	Щ	끧	614	Glazing (indicate tempered glass where required)	308.4	Щ	
H	Н	屵	615	Bathroom fixture clearance	F307.1	H	
Ш	Ш	Ш	616	Hall width: 36" min.	311.3	Ш	
П		П	617	Attic access: hatch, pull down stair or code compliant stair	807.1, 311.5, Stairs 31.5,		
	_			must be located in hallway or accessible area	Note H 602.3	_	
			(10	Braced walls	(02.10	$\vdash$	
H	Н	부	618	Wall line numbers, min. length panels required	602.10	H	
ዙ	Н	부	619	BWP: method(s), nailing schedule, actual length	602.10	H	
H	H	붜	620	CS method: 24" end walls, 24" return walls or 800# hold downs	602.10.3	H	
H	H	붜	621	Blocking along BWPs	F602.10.5	H	
ш	Ш	Ц	622	Blocking of joists at support at wall or beam	502.7	Ц	
$\vdash$			(22	Other			
H	붜	屵	623			H	
Ш		Ш	624	TOO A PERIODI OOD ED AMING DI ANI		Ш	
				700 ATTIC FLOOR FRAMING PLAN Dimensional lumber ceiling joists (size, grade, species, spacing,	903.4		
			701	direction)	802.4		
-			+ +	Dimensional lumber floor joists (size, grade, species, spacing,	502.3		
			702	direction)	502.3		
$\vdash$			703	I-joist layout (mfgr, series, depth, spacing, direction)	111.1		
ዙ	H	H	703	Framing of openings	502.10	H	
ዙ	H	H	704	Steel beams and calc sheets	109.3, 301.1	H	
ዙ	十	ዙ	706		109.3	H	
ዙ	+	Η	707	Engineered LVL beam location and calc sheets	109.3, 301.1	╫	
۳	_	Ш	/0/	Other	107.3, 301.1	1	
$\vdash$			708	Olici			
H		Į	709			╫	
		Ш	/07	800 HABITABLE / STORAGE ATTIC FLOOR PLAN			
				(whenever there is a fixed stairway)			
				Rooms			
$\vdash$			801	Room names, minimum size, ceiling height	304, 305		
片	H	ዙ	802	Bedroom(s) emergency escape and rescue openings	310	H	
ш	Ц	Ц	002	Dearton (5) emergency escape and rescue openings	UIU	Ш	

			r.			7)	
CK	N/A	₹EJ	REF #			REC	
	_	] 1		ITEM	CODE REF	<u> </u>	REMARKS
Ш	Ш	Ш	803	Size of all doors and windows on plan view	109.1, 310, 311	Ш	
			004	Other		_	
H	Н	님	804			ш	
		Ш	805	and DOOF BY ANG		Ш	
				900 ROOF PLANS			
			001	Show each individual / rafters, hip/valley members, ridge & supports	902.2		
H	_	_	901	Rafters (size, grade, species, spacing, direction)	802.3	₩	
Щ	_	_	+	Valley framing details - post required  Ridge beams / Post (required when there is not a ceiling joist to	802.3, 109.3 802.3	ш	
			903	resist thrust)	802.3		
				Truss			
$\vdash$	$\Box$	$\Box$	904	Truss layout & engineers detail sheets	802.10	$\vdash$	
H	H	H	905	Girder truss loads and appropriate posts / columns	801.2	H	
H	H	H	906	RDP seal	802.10.2	Ħ	
H	H	H	907	Individual truss loads and uplift	802.10.1	H	
H	H	H	908	Complex roof - specify all members	801.2	H	
Н	ш	Ш	700	Details	001.2	ш	
$\Box$	П		909	Rafter ties, collar ties	802.3.1	$\vdash$	
H	Ħ	Ħ	910	Ceiling/roof diaphragm & blocking (if required)	109.3 (will be in 2009 code)	Ħ	
H	Ħ	Ħ	911	Uplift (hurricane ties)	802.11.1	Ħ	
	]	_		Masonry veneers & chimney support by wood framing: design by	109.3, 703.7.2	Н	
	Ш	Ш	912	RDP if required	10510, 7001112	Ш	
	П		913	•	802.11.1, 802.10.3		
H		ᆜ	914	Hurricane tie schedule - size with nail count per mfg specs	•	H	
H	H	Η	914	Vent calcs. to net free flow for roof: 1sqft per150sqft or 300 sqft	802.10.5 806.2	H	
H	H	Η	913	Details- unvented roof	806.4	H	
H	H	Η	917	Uplift connectors / load path to foundation: when uplift $\geq$ 20psf	802.11.1	H	
H	H	Η	917	Roof sheathing and nailing schedule	T602.3.1	H	
	ш	Ш	910	Other	1002.3.1	ш	
	$\Box$		919	Ouici		$\vdash$	
H	H	H	920			H	
			720	1000 ELEVATIONS			
			1001	Finished floor to finished floor heights (ceiling heights)	109.1		
H	Ħ	Ħ	1002	Front, side and rear elevations (incl. door and windows locations)	109.1	Ħ	
H	Ħ	Ħ	1003	Grade changes of basements- number of stories	109.1	Ħ	
	_			Other	10311		
$\Box$	$\Box$	П	1004			$\Box$	
iii		_	1005			Ħ	
				1100 SECTIONS - show load path			
			1101	Full cross sections showing areas-at load path and critical	109.1		
	Ш	ш	1101	construction, (reference cross section -show location on plan)		Ш	
			1102	Partial - exterior wall construction: stud size and spacing anchorage	602.3.1, T602.3(5)		
			1103	All material used	109.3		
			1104	Roof pitch /roof covering	109.3, 905.1		
			1105	Change in thickness CMU	606.2.3		
		1	1106	Crawl space grade > fin. grade or drainage system	408.6		
			1107	Interior bearing wall details: stud size and spacing-anchorage	602.4, 602.2, 602.2.5		

K	N/A	$\Xi$	REF #			REC	
CK	Ż	~	R	ITEM	CODE REF	~	REMARKS
			1108	Tall wall details: sealed design (elevation view)	T602.3		
			1109	Connector chart (type and load path)	109.3, 301.1, 802.11.1		
			1110	Insulation @ basement walls: R10 (continuous) or R13 (w/studs)	Tn1102.1, 1101.3		
			1111	@ crawl space under floor: R19	Tn1102.1, 1101.3		
			1112	@condition crawl R10- ICC-ES report	1102.1, 1102.2.8, 112.2		
			1113	@ stud walls: R13	Tn1102.1, 1101.3		
			1114	@ roof: R38 or R30 if covered top plate	Tn1102.1, 1102.2.1		
			1115	Roofing: type of roof covering - shingles, tile, metal, etc	902.1		
			1116	Termite barrier	320.4		
			1117	Wood frame is limited to 3 stories maximum	T602.3.1		
				Steel frame is limited to 2 stories maximum	603.1.1		
			1119	ICF walls is limited to 2 stories maximum	611.2		
			1120	Column restraint & attachment to beam	407.3, 802.11.1		
			1121	Slab on grade: 6 mil vapor barrier under concrete slabs (not reqd at	506.2.3		
Ш		Ш	1121	garage)			
				Other			
			1122				
			1123				
				1200 MISCELLANEOUS DETAILS			
				Walls			
			1201	Weather resistant barrier (complying with ASTM D226)	703.2; T703.4		
			1202	Brick anchorage	703.7.4		
			1203	Brick ledge detail	301.1, 401.2		
	Щ		1204	Bay window detail	109.3, 301.1	_ _	
Ш	Щ		1205	Dormer framing detail	109.3	4	
Ш	Щ	_	1206	Glass block installation details	610	$\perp \!\!\! \perp$	
Ш	Щ		1207	Bearing frame wall to block wall detail (cripple walls)	602.9	4	
Ш	Ш	Ш	1208	Chimney framing details	109.3	$\sqcup \sqcup$	
		_		Openings		4_	
	_		1209	Header/opening details 5' or greater	109.3	44	
Ш	Ш	Ш	1210	Doors and window details for masonry openings	401.2, 606.10		
				Veneer supports			
			1211	Veneer support: specify if by walls or by roof rafters; lintel size and details (nailing, bolting, stops)	703.7.2.1, 703.7.2.2		
			1212	Design required	401.2		
				Stairs			
	_	_	1213	Stairways - width, treads and risers, landings, winders, spiral	311.5, 311.5.3		
-	_	_	1214	Handrails (4 or more risers)	311.5.6		
			1215	Guards	Section 312		
				Other			
			1216				
			1217				
				1300 GENERAL NOTES			
	$\Box$		1301	Window sill heights: 18" min when > 72" above grade or surface	613.2		
	_	=		below		1	
	Ц	Ц	1302	Exterior wall locations: fire separation distance w.r.t property lines	302.1	$\Box$	
		Ш	1303	Specify code edition: 2006 IRC	103.2		

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<b>⊻</b>	¥.	E	REF #	ı		REC	
CK	N/A	≅	<b>2</b>	ITEM	CODE REF	₹ 2	REMARKS
			1304	Square footage per floor, decks, porches, and garage	109.3		
			1305	Complete Table R301.2(1) + exposure category. (see jurisdictional	T301.2(1), 301.2, 301.5		
	Ш			design criteria)		╜	
				Design load criteria	301.2, T301.5		
				Soil bearing capacity: ☐ tested, ☐ assumed, ☐ per code	401.4.1		
			1308	Approved fireblocking material on plans: manufacturer's literature	602.8 #4		
<del>-</del>	<del>-</del>	一	1309	On site	201.2.1	╁	
ዙ	H	1		Garage doors wind rating: Jamb attachment mfgr's literature	301.2.1	井	
ዙ	#	쀼		Roof water discharge (if shrink swell soil)	801.3	井	
ዙ	#	#		Termite method: manufacturer's product name or literature	320.1	╬	
Ш	Щ	쁘	1312	Flashing windows /doors: mfgr's requirements on site for inspect	703.8, 109.3	44	
-	<del></del>	<b>—</b>	1212	Other		+-	
ዙ	#	I	1313			뿌	
Ш			1314	1400 ODE OVAL CONSTRUCTION ON DEPT.			
				1400 SPECIAL CONSTRUCTION DETAILS DETERMINED BY SPECIFIC PLANS			
				Flood resistant construction		I	
			1401	Structural systems	324		
				Sound Transmission		$\mathbf{I}^{-}$	
			1402	Airport noise (see jurisdictional ordinance)	328.2		
				Townhouses		I	
			1403	Firewall detail and ratings	112.3 ICC/ES		
			1404	Structural independent	317.2.4		
			1405	Through wall penetrations	317.3.1		
	۱		1406	Parapets	317.2	T	
				Sunrooms		$\mathbf{I}^{-}$	
	T .		1407	Define sunroom	202 chapter 11		
	١		1408	Min. R values	1102.2.10		
	T	Ţ <u></u>			1102.3.5, 1102.4.1 (if		
	l 🔲 i		1409	Glazing - U factor .50 skylite .75	glazing less than 40%,		
		L.			treat as room)	$\perp$	
				Other		I	
			1410				
			1411				

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